



ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
TOWN HALL LYON'S ROOM  
7:30 PM 2/3/16

ATTENDEES:

Deyst*	White	Caccavaro*	Kellar*	McKenna*
DeCoursey	Wallach*	Harmer*	Gibian*	
Tosti*	Foskett*	Bayer*	Duvadie*	
Russell*	Beck	Jones*	Deshler*	
Franclemont*	Howard*	Fanning*	Carman*	Turkall*

\*Indicates present

MINUTES of 1/25/16 accepted as revised. Unanimous.

VISITORS: Contributory Retirement Board Chair (CRB) John Bilafer, CRB Administrator Rich Greco, Vision 2020 Chair Juli Brazile, Vision 2020 Standing Committee Member Annie LaCourt, Town Planner Joey Glushko, Stephen Revilak

ART p15\* OPEB TRUST FUND: Bilafer reviewed the sources of the annual contributions that have been made to this fund: monies which have been freed up as members of the non-contributory retirement plan have died, a fraction of the retirees contribution to the health plan, and a contribution from the Health Insurance Trust Fund. The OPEB trust Fund now has about \$8.9m, against a liability on 1/1/14 of 185m. Bilafer believes that the existence of this fund helps maintain the Town's credit rating. He urges positive action.

ART p15\* PENSION ADJUSTMENT: Bilafer explained that this appropriation is used to maintain the pension of retired employees with at least 25 yrs service & employees on accidental disability retirement at least equal to 50% of the salary of the employee now holding the retiree's job. This program cost about \$28k last year. Bilafer urges affirmative action.

VOTES will be taken when the CRB articles are voted.

ART p14\* COMMITTEES & COMMISSIONS: Brazile reviewed the activities of Vision 2020. She used a handout (Ref 1) and a foldout chart to explain the Vision 2020 Budget. She requested \$3800, a \$800 increase over last year. The increase will cover part of the cost of tech support of the new survey software. The rest will come from reductions in support to expenses shared by the Task Groups. She and Glushko answered many questions. During the ensuing discussion some members were concerned that Vision 2020 had not made a serious effort to find other sources to pay for the tech support of the new software.

VOTED \$3800 16-1

ART p15\* HARRY BARBER PROGRAM: Tosti explained this program that has been funded at the same level for many years.

VOTED \$7500. Unanimous

ART p16 LONG TERM STABILIZATION FUND: This fund is used to pay for large unexpected demands such as the library roof leak a few years ago. It now has about \$2m.

VOTED \$100,000 Unanimous.

HEARING PLANS: The Chair walked the members through the draft warrant (Ref 2) to identify the articles the FinCom would like to learn more about and perhaps report on. Most of these articles have a financial impact. Turkall will arrange hearings with the articles' proponents. Bayer will report on the cost of the zoning & tree articles.

COMMITTEE The next meeting will be Monday 2/8/16. Several department recommendations & the Waterbodies article will be on the agenda.

\* page number where article appears in Draft Warrant

Peter Howard 2/4/16 Revised 2/10/16

Ref 1 Vision 2020 Standing Committee Request to increase funding

Ref 2 Draft Warrant for 2016 Annual Town Meeting

To: Finance Committee

From: Vision 2020 Standing Committee

Date: February 3, 2016

Re: Request to increase funding

Vision 2020 currently receives \$3000 and is requesting an increase to \$3800 to reflect that in FY17 (and going forward) we will pay \$1100 annually for tech support and automatic upgrades for the survey software we purchased in December. The purchase was funded through the CDBG as recommended by the Town Manager and approved by the Board of Selectmen.

The annual survey process requires several hundred volunteer hours and Planning staff volunteered 40-45 hours to scan and analyze the survey using the previous software. The previous software is no longer supported and was not upgraded since purchased in 2006. When the old software began to generate errors that required even more work to correct, it was clear that new software would be needed to continue the survey.

Vision 2020 submitted a request to the Information Technology Director for support in evaluating and selecting a software solution to modernize the annual survey efforts, as per the Town's IT Strategic Plan. Systems Analyst and Director of GIS Adam Kurowski, worked with Vision 2020 over a six-month period to clearly define the technology needs of Vision 2020's survey efforts. This process led to selection of the new software.

Since this project is closely linked to Planning Department staff and department goals, Vision 2020 will use the Planning Department's laptop as the workstation for this new software. Using a laptop will enable volunteers to perform survey tasks that are currently conducted only by Planning Staff because, previously, the survey software was installed only on a staff desktop computer.

The new software is from Snap Systems and includes several important improvements over the previous software:

- Better tools for laying out the survey
- Better analytics and report options for graphical summary of the data
- Option to convert the paper survey to an online survey (with purchase of an additional license)
- Support for handwritten responses – either optical character recognition or as a pdf report of the comments. This currently require extensive manual efforts.

This is brief summary of our spending last year, so far this year, and projected for next year:

Expenses	FY15		FY16		FY17
	Budgeted	Actual	Budgeted	Actual to date	Requested
Vision 2020 shared expenses	1400	1490	1400	1047	900
Task Groups - Large public events	1000	690	1000	670	1200
Task Groups - small projects, task group support	600	565	600	456	600
Software annual maintenance	n/a	n/a	n/a	n/a	1100
<b>Total:</b>	<b>3000</b>	<b>2745</b>	<b>3000</b>	<b>2173</b>	<b>3800</b>

This is a breakdown of how we are planning to allocate FY17 funds among the Vision 2020 committees and task groups:

Committees	equipment	printing	speaker fees	rental fees	supplies	software	Total By Group
Standing Cmte	130	200	250	105	100	1100	1885
Arlington Public Art			150				150
Diversity Task Group		50	150	220			420
Reservoir Committee		150			100		250
Spy Pond Committee	50			250			300
Sustainable Arlington		200					200
Fiscal Resources Task Group		50					50
Education Task Group - new		100		125			225
Governance Task Group		100		220			320
Totals:	180	850	550	920	200	1100	3800

**DRAFT COPY**

**WARRANT FOR  
ANNUAL TOWN MEETING**

**ELECTION**

**Saturday, April 2, 2016**



**ANNUAL TOWN MEETING  
Monday, April 25, 2016**

**TOWN OF ARLINGTON**

**TOWN WARRANT  
THE COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

To the Constables of the Town of Arlington, in said County:

**GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Arlington qualified to vote in elections, to meet at the polling places designated for the several Precincts in said Town on

**SATURDAY  
THE SECOND OF APRIL 2016**

at eight o'clock in the forenoon, to act on the following articles, namely:

**ARTICLE 1 TO ELECT BY BALLOT:**

- A) One Moderator for three years**
- B) One Selectman for three years**
- C) One Assessor for three years**
- D) Two School Committee Members for three years**
- E) One Member of the Arlington Housing Authority for five years**

Also, in accordance with the provisions of Chapter 43A of the General Laws, the number of Town Meeting Members hereinafter specified:

- PRECINCT 1 - Four for three years; One for one year (to fill a vacancy); One for two years (to fill a vacancy)**
- PRECINCT 2 - Four for three years; One for two years (to fill a vacancy)**
- PRECINCT 3 - Four for three years;**
- PRECINCT 4 - Four for three years; Two for one year (to fill vacancies)**
- PRECINCT 5 - Four for three years; One for two years (to fill a vacancy)**
- PRECINCT 6 - Four for three years;**
- PRECINCT 7 - Four for three years;**
- PRECINCT 8 - Four for three years;**
- PRECINCT 9 - Four for three years;**
- PRECINCT 10 - Four for three years;**
- PRECINCT 11 - Four for three years; One for one year (to fill a vacancy)**
- PRECINCT 12 - Four for three years; One for one year (to fill a vacancy)**
- PRECINCT 13 - Four for three years;**
- PRECINCT 14 - Four for three years;**
- PRECINCT 15 - Four for three years;**
- PRECINCT 16 - Four for three years;**
- PRECINCT 17 - Four for three years;**
- PRECINCT 18 - Four for three years; One for one year (to fill a vacancy)**
- PRECINCT 19 - Four for three years;**
- PRECINCT 20 - Four for three years;**

## **PRECINCT 21 - Four for three years.**

For these purposes, the polls will be opened at eight o'clock A.M. and remain open until eight o'clock P.M., at each of the polling places designated, viz.:

- Precinct 1 Thompson School, 187 Everett Street
- Precinct 2 Hardy School, entrance on Brooks Avenue
- Precinct 3 Thompson School, 187 Everett Street
- Precinct 4 Hardy School, entrance on Brooks Avenue
- Precinct 5 Thompson School, 187 Everett Street
- Precinct 6 Hardy School, entrance on Brooks Avenue
- Precinct 7 Chestnut Manor, entrance on Chestnut Terrace
- Precinct 8 Town Hall, entrance on Massachusetts Avenue
- Precinct 9 Chestnut Manor, entrance on Chestnut Terrace
- Precinct 10 Town Hall, entrance on Massachusetts Avenue
- Precinct 11 Bishop School, entrance on Stowecroft Road
- Precinct 12 Brackett School, entrance on Eastern Avenue
- Precinct 13 Stratton School, entrance on Mountain Avenue
- Precinct 14 Brackett School, entrance on Eastern Avenue
- Precinct 15 Stratton School, entrance on Mountain Avenue
- Precinct 16 Dallin School, entrance on Florence Avenue
- Precinct 17 Stratton School, entrance on Mountain Avenue
- Precinct 18 Dallin School, entrance on Florence Avenue
- Precinct 19 Peirce School, entrance on Newland Road
- Precinct 20 Park Avenue Congregational Church, entrance on Paul Revere Road
- Precinct 21 Peirce School, entrance on Newland Road

You are also required to notify and warn the said inhabitants to meet at the Town Hall in said Town on Monday the 25th day of April, 2016, at eight o'clock in the evening, at which time and place the following articles are to be acted upon and determined exclusively by Town Meeting Members, in accordance with and subject to the referenda provided for by Chapter 43A of the General Laws.

### **ARTICLE 2**

### **STATE OF THE TOWN ADDRESS**

To hear the Chair of the Board of Selectmen review important events in the past year in Arlington and preview expectations for next year.

(Inserted at the request of Vision 2020)

### **ARTICLE 3**

### **REPORTS OF COMMITTEES**

To receive, hear, and act upon the reports of the Board of Selectmen, Finance Committee, Redevelopment Board, and other committees, commissions, and boards heretofore appointed, including, without limitation: Permanent Town Building Committee (April 23, 1969), Vision 2020 Standing Committee (June 8, 1992), Commission on Disability (May 3, 1993), School Facilities "Working Group" (May 4, 1994), Bylaw Recodification Study Committee (May 9, 1994), Affordable Housing Task Force (May 3, 1999), Uncle Sam Committee (May 17, 1999), Maintenance Study Committee (May 1, 2000), Alewife Brook Advisory Committee (May 15, 2000), Community Preservation Act Study Committee (May 21, 2001), Power Company Feasibility Committee (May 6, 2002), Community-Based Health Insurance Study Committee



(April 30, 2003), Post-Employment Medical Benefits Committee (May 17, 2004), Trust Fund Policies Committee (May 17, 2004), Information Technology Advisory Committee (May 17, 2004), Field Maintenance and Users Fee Study Committee (May 26, 2004), Explore Options for Additional Burial Spaces Committee (April 26, 2006), State Aid Task Force Committee (April 26, 2006), Electronic Voting Committee (May 2012), or dissolve any inactive committees; and take any action related thereto.

(Inserted at the request of the Town Moderator)

#### **ARTICLE 4**

#### **APPOINTMENT OF MEASURER OF WOOD AND BARK**

To choose and appoint all the usual Town Officers not hereinbefore mentioned, in such a manner as the Town may determine; or take any action related thereto.

(Inserted by the Board of Selectmen)

#### **ARTICLE 5**

#### **ELECTION OF ASSISTANT TOWN MODERATOR**

To elect a Town Meeting Member as Assistant Moderator for a term of one year, as provided in Title I, Article 1, Section 11.A, of the Bylaws; or take any action related thereto.

(Inserted at the request of the Town Moderator)

#### **ARTICLE**

#### **ZONING BYLAW AMENDMENT/ MIXED USE IN BUSINESS AND INDUSTRIAL ZONES**

To see if the Town will vote to amend the Zoning Bylaw to revitalize Business and Industrial Zoning Districts by altering and expanding ARTICLE 2 DEFINITIONS, to include “Mixed Use” and to include new industries; and amending SECTION 5.04 TABLE OF USE REGULATIONS, to allowed Mixed Use in all Business and Industrial zones; and Section 6.00 TABLE OF DIMENSIONAL AND DENSTY REGULATIONS for Mixed Use development in Business and Industrial zones; or take any action related thereto.

(Inserted at the request of the Redevelopment Board)

#### **ARTICLE**

#### **ZONING BYLAW AMENDMENT/ PARKING IN BUSINESS, INDUSTRIAL AND MULTI-FAMILY RESIDENTIAL ZONES**

To see if the Town will vote to amend the Zoning Bylaw, ARTICLE 8 OFF STREET PARKING AND LOADING REGULATIONS, to facilitate development in R5, R6, Business and Industrial zones by allowing a reduction of the parking requirements by special permit when accompanied by an accepted plan to manage transportation demand (to be defined in the bylaws as “Transportation Demand Management”); or take any action related thereto.

(Inserted at the request of the Redevelopment Board)

#### **ARTICLE**

#### **ZONING BYLAW AMENDMENT/RESIDENTIAL ZONING CHANGES - DEFINITIONS**

To see if the Town will vote to amend the Zoning Bylaw, ARTICLE 2 DEFINITIONS, to encourage responsible new residential development by amending “Basement”, “Cellar”, “Attic”, “Story”, “Half Story”, and “Gross Floor Area (GFA)”;

or take any action thereto.  
(Inserted at the request of the Redevelopment Board)

#### **ARTICLE**

#### **ZONING BYLAW AMENDMENT/RESIDENTIAL ZONING CHANGES - DIMENSIONS**

To see if the Town will vote to amend the Zoning Bylaw, SECTION 6.00 TABLE OF DIMENSIONAL AND DENSITY REGULATIONS, to encourage responsible new residential

development, with changes including but not limited to open space requirements in R0, R1, R2 zones; or take any action thereto.

(Inserted at the request of the Redevelopment Board)

ARTICLE	ZONING BYLAW AMENDMENT/RESIDENTIAL ZONING CHANGES - PARKING
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To see if the Town will vote to amend the Zoning Bylaw, ARTICLE 8 OFF STREET PARKING AND LOADING REGULATIONS, to offer an alternative to subsurface garages with single driveways up to 20 feet wide, by allowing two driveways up to 10 feet wide each within side yards; and allow no more than 15% grade for the driveways except by special permit in R0, R1, R2 R3, and R4 zones; or take any action related thereto.

(Inserted at the request of the Redevelopment Board)

**ARTICLE    ZONING BYLAW AMENDMENT/ GARAGE  
ENTRANCE LOCATIONS**

To see if the Town will vote to amend the Zoning Bylaw in Section 6.18 by adding, at the end thereof, the following words:

*Notwithstanding any other provisions of this section or this bylaw, no front entrance of any garage facing the front lot line shall be located less than ten (10) feet from the line of the required front yard setback in the R-0, R-1, R-2, R-3, and R-4 zoning districts and one, two, three family houses and duplexes where permitted in any other zoning district;*

or take any action related thereto.

(Inserted at the request of Wynelle Evans and ten registered voters)

# ARTICLE ZONING BYLAW AMENDMENT/REAR YARD SETBACKS

To see if the Town will vote to amend the Zoning Bylaw, in Section 6.00, by adding to footnote B the following words: *for lots that do not meet the minimum lot size requirement*, so that said footnote will read as follows:

B. In the R0, R1, and R2 districts, the rear yard need not be more that 20 per cent of the full lot depth, for lots that do not meet the minimum lot size requirement;

Or take any action related thereto.

(Inserted at the request of Wynelle Evans and ten registered voters)

**ARTICLE    ZONING BYLAW AMENDMENT/GROSS  
FLOOR AREA DEFINITION**

To see if the Town will vote to amend the Zoning Bylaw, in Article 2, by changing the definition of *Gross Floor Area* in the following respects:

By adding the words “and cellars” after the word “basements” in the first paragraph, and

By deleting in subparagraph b. the words “three inches” and the words “except as excluded in 4. below”; and

By deleting subparagraph d.; and

By re-lettering subparagraph e. as d. and striking out therein the words “all weather habitable” and inserting in place thereof the word “enclosed”; and

By re-lettering subparagraph f. as e., and changing (1) to (3);

By striking out the balance of said definition and inserting in place thereof the following:

*The following exceptions apply to one, two, and three-family houses and duplexes:*

- 1. open or lattice-enclosed fire escapes.*
- 2. open porches and balconies.*

*In addition to the foregoing exceptions 1 and 2, the following exceptions apply to all other structures:*

- 3. areas used for or off-street loading purposes;*
- 4. that part of basements and cellars devoted exclusively to mechanical uses accessory to the operation of the building;*
- 5. attic space and other areas for elevator machinery or mechanical equipment accessory to the operation of the building.*

So that said section shall read as follows:

**Gross Floor Area:**

The sum of the gross horizontal areas of all the floors of a principal building and its accessory building or buildings on the same lot, including basements and cellars, as measured from the exterior faces of the exterior walls, or centerlines of walls separating two (2) buildings, including:

- a. elevator shafts and stairwells on each floor,
- b. that part of attic space with headroom, measured from subfloor to the bottom of the roof joists, of seven feet or more;
- c. interior mezzanines, and penthouses;
- d. enclosed porches and balconies; and
- e. parking garages;

The following exceptions apply to one, two, and three-family houses and duplexes:

1. open or lattice-enclosed fire escapes.
2. open porches and balconies.

In addition to the foregoing items 1 and 2, the following exceptions apply to all other structures:

3. areas used for off-street loading purposes;

- or take any action related thereto.

To see if the Town will vote to amend the Zoning Bylaw, in Section 6.00, by adding in the heading entitled *Minimum Yard, Ft.*, in the column *Side*, in lines R0, R1, and R2, and the figure 10<sup>A</sup> a lettered reference to another sequentially lettered footnote, which footnote is to read as follows:

or take any action related thereto.

and by striking out the words “such addition is constructed within the existing foundation or” and by inserting the words “and scale” after “setbacks” and by changing the word “abutting” to “nearby” and by inserting after the word “uses” the words: “and the potential effects of shadows and on sunlight upon the same”

or take any action related thereto.

(Inserted at the request of John L. Worden III and ten registered voters)

**ARTICLE**

**ZONING BYLAW AMENDMENT/REVISION OF  
HEIGHT CALCULATIONS**

To see if the Town will vote to amend the Zoning Bylaw, in Article 2, by changing the definition of *Height of Building*, by inserting after the first sentence the following:

In the case of a sub-surface garage, the distance between the floor of the garage and the average grade of the curb line abutting the property shall be added to the building height for the purpose of determining compliance with the height limitation.

and in the present second sentence, deleting the words

the height is the vertical distance of the highest point of the roof above the average finished grade of the ground adjoining the building as computed before the building is actually erected.

and inserting in place thereof the following:

height shall be computed from the highest point of the roof to the lowest part of exposed wall at the finished grade, regardless of where such elements are located with respect to each other.

and by deleting the words

This definition excludes penthouses, bulkheads, and other allowable superstructures above the roof line.

and inserting in place thereof the following:

In computing the highest point of the roof in either case, elevator shafts, bulkheads for access to the roof, chimneys, antennae, ventilators, and the like shall not be included.

so that said definition will now read as follows:

**Height of Building:**

The vertical distance of the highest point of the roof above the average grade of the curb line abutting the property. In the case of a sub-surface garage, the distance between the floor of the garage and the average grade of the curb line abutting the property shall be added to the building height for the purpose of determining compliance with the height limitation. In the R0, R1, and R2 zoning districts, where the lot has a slope in excess of five (5) per cent, height shall be computed from the highest point of the roof to the lowest part of exposed wall at the finished grade, regardless of where such elements are located with respect to each other. In computing the highest point of the roof in either case, elevator shafts, bulkheads for access to the roof, chimneys, antennae, ventilators, and the like shall not be included;

or take any action related thereto.

**ARTICLE    ZONING BYLAW AMENDMENT/REVISING  
DEFINITION OF HALF-STORY**

*where less than half of the floor area, including dormers, stairwells, closets, and areas dedicated exclusively to mechanical uses necessary to the operation of the building, has a clear height of seven (7) feet or more.*

A story which is under a gable, hipped, or gambrel roof, where less than half of the floor area, including dormers, stairwells, closets, and areas dedicated exclusively to mechanical uses necessary to the operation of the building, has a clear height of seven (7) feet or more; or take any action related thereto.

## ARTICLE BYLAW AMENDMENT/EXPANDING EQUAL PROTECTION

(Inserted at the request of the Arlington Human Rights Commission)

ARTICLE	BYLAW AMENDMENT/ARLINGTON HUMAN RIGHTS COMMISSION EXECUTIVE DIRECTOR
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(Inserted at the request of the Arlington Human Rights Commission)

ARTICLE	BYLAW AMENDMENT/ARLINGTON HUMAN RIGHTS COMMISSION CHAIRPERSONS
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(Inserted at the request of the Arlington Human Rights Commission)

**ARTICLE                    BYLAW AMENDMENT/ ARLINGTON COMMISSION ON ARTS  
AND CULTURE MEMBERSHIP**

9

(Inserted at the Request of the Arlington Commission on Arts and Culture)

**ARTICLE**

**BYLAW AMENDMENT/TREE PRESERVATION BYLAW**

To see if the Town will vote to amend the Town Bylaws to establish a Tree Preservation Bylaw to preserve or replace trees over a specific size within the setback of private property in cases of significant demolition and/or major construction, including providing enforcement measures and/or fines for non-compliance; or take any action related thereto.

(Inserted at the request of the Tree Committee)

**ARTICLE**

**BYLAW AMENDMENT/ELECTRONIC DISTRIBUTION OF NOTICES AND MATERIALS**

To see if the Town will vote to amend the Town Bylaws to provide for a method of electronic distribution of the Warrant and all required notices and materials to Town Meeting Members; or take any action related thereto.

(Inserted at the request of the Town Moderator, Town Clerk and Town Meeting Procedures Committee)

**ARTICLE**

**BYLAW AMENDMENT/CAMPING ON PUBLIC PROPERTY**

To see if the Town will vote to amend the Town Bylaws to establish an Article prohibiting camping on all public property; or to take any action related thereto.

(Inserted at the request of the Town Manager)

**ARTICLE**

**BYLAW/DEMOLITION BY NEGLECT OF HISTORIC BUILDINGS**

To see if the Town will vote to adopt a general bylaw to prevent the loss of historic buildings from neglect leading to irrevocable deterioration; or take any action related thereto.

(Inserted at the request of Carol Kowalski and ten registered voters)

**ARTICLE**

**VOTE/EMAIL ACCOUNTS FOR MEMBERS OF PUBLIC BODIES**

To see if the Town will vote to provide email accounts for the exclusive use of Town business to members of the Board of Selectmen, School Committee, Finance Committee, Board of Assessors, Redevelopment Board, and possibly other public bodies; or take any action related thereto.

wording ok

(Inserted at the request of Christopher Loreti and ten registered voters)

**ARTICLE**

**VOTE/LOBBYING BY PUBLIC OFFICIALS**

To see if the Town will vote to prohibit policy-making elected and appointed officials from lobbying or engaging others to lobby on their behalf, on matters affecting the Town unless the specific lobbying initiatives have been approved at an open session of a public meeting of a public body of the Town; or take any action related thereto.

wording ok

(Inserted at the request of Christopher Loreti and ten registered voters)

**ARTICLE**

**VOTE/AUTHORIZING COMMUNITY CHOICE AGGREGATION**

To see if the Town will authorize the Board of Selectmen to commence a Community Choice Aggregation Program (CCA) and contract for electric supply as authorized by M.G.L. 164, Section 134, and through CCA decrease greenhouse gas emissions from the generation of electricity for Arlington residents and businesses by pursuing an increased amount of Class I designated renewable energy than is required by the Massachusetts Renewable Portfolio Standard (RPS); or to take any other action relative thereto.

(Inserted at the request of the Town Manager)

**ARTICLE**

**REMOVAL OF EASEMENT RESTRICTION**

To see if the Town will vote to abandon the easement/building lines as may exist upon the real property located at the corner of 54 Pleasant View and Spring Street, as taken and established on April 6, 1942 and recorded at Middlesex South Registry of Deeds Book 6591, page 1 and as shown as lots 83 and 84 on a Plan filed with the taking being Plan No. 213 of 1942, determine the contingencies that will be attached to said release; or take any action related thereto.

(Inserted at the request of David D. Dolan and ten registered voters)

**ARTICLE**

**TRANSFER OF TOWN PROPERTY**

To see if the Town will vote to transfer the ownership and care and custody of the land and structures located at 1 Gilboa Road, currently owned by the Town of Arlington, to the Arlington Housing Authority for the perpetual use of the same for affordable housing purposes and compliant with all terms and conditions such that the affordable housing developed and occupied thereon meets the Commonwealth's requirements for inclusion in the Town's Subsidized Housing Inventory, AND FURTHER,

to authorize the Board of Selectmen and any other municipal entity required by law, to seek the approval of the General Court, all as required by Article 97 of the Massachusetts Declaration of Rights, to remove said 1 Gilboa Road from the protections of Article 97 and, as permitted by Article 97, authorize the placement of a Conservation Restriction or other instrument protecting an equivalent or greater land area for conservation purposes identified as a portion or total of the Arlington's "Great Meadow" and located Lexington, Massachusetts, or other sufficient land area identified by the Town;

AND FURTHER, to authorize the Board of Selectmen to take whatever steps are necessary to accomplish and fulfill the goals of this Article; or take any action related thereto.

(Inserted at the request of John Belskis and ten registered voters)

**ARTICLE** **ok**

**ACCEPTANCE/LOCAL OPTION TAXES**

To see if the Town will vote to accept any local option taxes or other revenue raising options, which are made available to cities and towns through enactments of the legislature, by state regulation or court action; or take any action related thereto.

(Inserted at the request of the Finance Committee)

**ARTICLE**

**ENDORSEMENT OF CDBG APPLICATION**

To see if the Town will vote to endorse the application for Federal Fiscal Year 2017 prepared by the Town Manager and the Board of Selectmen under the Housing and Community Development Act of 1974 (PL 93-383) as amended; or take any action related thereto.

(Inserted by the Board of Selectmen and at the request of the Town Manager)

**ARTICLE**

**REVOLVING FUNDS**

To see if the Town will vote to reauthorize revolving funds established under various previous votes of the Town, to hear or receive a report concerning the receipts and expenditures of same, to establish new revolving funds or to amend the votes under any previously adopted revolving funds, to appropriate a sum of money to fund same, to determine how the money shall be raised or expended; or take any action related thereto.



(Inserted by the Board of Selectmen)

## **ARTICLE**

## **COLLECTIVE BARGAINING**

To see if the Town will vote to fund any fiscal items in the event that any are contained in collective bargaining agreements between the Town and the following named collective bargaining units, and to fund for non-union, M Schedule, and elected officials' salaries or fringe benefits, determine how the money shall be raised and expended; or take any action related thereto:

- A. Local 680, American Federation of State, County and Municipal Employees;
- B. Service Employees International Union (formerly NAGE);
- C. Robbins Library Professional Association;
- D. Local 1297, International Association of Firefighters;
- E. Arlington Patrolmen's Association;
- F. Arlington Ranking Police Officers' Association;
- G. M Schedule and non-union employees; and
- H. Full-time elected officials.

(Inserted at the request of the Town Manager)

## **ARTICLE**

## **POSITIONS RECLASSIFICATION**

To see if the Town will vote to make additions, deletions and/or modifications to the Classification and Pay Plan, appropriate a sum of money to fund same if necessary, determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Human Resources)

## **ARTICLE**

## **APPROPRIATION/TOWN BUDGETS**

To see if the Town will vote to make appropriations to defray Town obligations, liabilities, outlay and expenses and especially for or relating to all or any of the boards, departments, purposes and matters hereinafter mentioned, and to provide for the disposal of motor vehicles and other personal property belonging to the Town, determine how the money shall be raised and expended; or take any action related thereto: Finance Committee, Board of Selectmen, Town Manager, Human Resources, Comptroller, Information Technology, Town Treasurer and Collector of Taxes, Assessors, Legal and Workers' Compensation, Town Clerk, Registrars, Planning and Community Development, Redevelopment Board, Parking, Zoning Board of Appeals, Public Works, Cemeteries, Community Safety, School Department, Libraries, Human Services, Insurance, Non-Contributory Pensions, Contributory Pensions, Town Debt and Interest, Reserve Fund, and/or any other Town Departments, Boards, Commissions or Committees, Water and Sewer Enterprise Fund, Recreation Enterprise Fund, Council on Aging Transportation Enterprise Fund, Veterans' Memorial Rink Enterprise Fund, and Youth Services Enterprise Fund.

(Inserted by the Board of Selectmen and at the request of the Town Manager)

## **ARTICLE**

## **CAPITAL BUDGET**

To see if the Town will vote to appropriate a sum of money to defray the expense of purchasing, leasing, or bonding of capital equipment, infrastructure, buildings or other projects of the Town or to acquire real property for municipal purposes; to appropriate a sum of money to fund previously incurred or future Town debt, to acquire land for said projects where necessary by purchase, eminent domain taking or otherwise, determine how the money shall be raised including the possibility of borrowing any or all of the same, or the transfer of funds from any previous appropriation, determine how such money shall be expended; or take any action related thereto.

## ARTICLE RESCIND BORROWING AUTHORIZATIONS FROM PRIOR YEARS

(Inserted at the request of the Town Treasurer)

To see if the Town will vote to make appropriations from the Community Preservation Fund for eligible community preservation projects; for community preservation accounts for historic preservation, open space and recreation, and affordable housing; for Community Preservation Committee administrative expenses or other eligible expenses; or take any action thereto.

## ARTICLE APPROPRIATION/MUGAR PROPERTY APPLICATION REVIEWS

(Inserted at the request of the Town Manager)

To see if the Town will vote to appropriate a sum of money for capacity expansion, temporary or permanent, at any of the Town's school buildings, determine how the money shall be raised and expended, including the possibility of borrowing all or some of same; or any action related thereto.

## ARTICLE APPROPRIATION/FINANCING OF CONSTRUCTION OR RECONSTRUCTION OF SEWERS AND SEWERAGE FACILITIES

(Inserted at the request of the Town Manager and the Director of Public Works)

## 13

To see if the Town will vote to appropriate a sum of money for the purpose of financing the construction or reconstruction of water mains and water facilities, including costs incidental and related thereto, and to determine how the appropriation shall be raised and expended including the possibility of borrowing all or some of same; or take any action related thereto.

(Inserted at the request of the Town Manager and the Director of Public Works)

#### **ARTICLE**

#### **APPROPRIATION/MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL**

To see if the Town will vote to appropriate a sum of money for the purpose of paying the Town's apportioned share of the operating and maintenance costs, including capital costs, of the Minuteman Regional Vocational Technical High School, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of Minuteman Regional Vocational School District Committee)

#### **ARTICLE OK**

#### **APPROPRIATION/COMMITTEES AND COMMISSIONS**

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of various committees, commissions, and boards of the Town, determine how the money shall be raised; provided that any funds appropriated hereunder shall remain under the jurisdiction of said entities until expended at their direction, unless otherwise appropriated by the Town Meeting; the entities included hereunder, without limitation, are: Arlington Historical Commission, Arlington Recycling Committee, Avon Place Historic District Commission, Broadway Historic District Commission, Central Street Historic District Commission, Mt. Gilboa/Crescent Hill Historic District Commission, Jason/Gray Historic District Commission, Pleasant Street Historic District Commission, Russell Historic District Commission, Conservation Commission, Capital Planning Committee, Commission on Disability, Personnel Board, Public Memorial Committee, Human Rights Commission, Arlington Committee on Tourism and Economic Development, Vision 2020, Transportation Advisory Committee, Arlington Commission on Arts and Culture, and any other Town Committee or Commission; or take any action related thereto.

(Inserted at the request of the Town Manager)

#### **ARTICLE**

#### **APPROPRIATION/TOWN CELEBRATIONS**

To see if the Town will vote to appropriate a sum or sums of money to be expended under the direction of the Town Manager for the following celebrations and memorials, determine how the money shall be raised and expended; or take any action related thereto:

Veterans' Day Parade

Memorial Day Observation and the Patriots' Day Celebration

Display of American Flags on Massachusetts Avenue

Placing of American Flags on the Graves of Veterans

(Inserted at the request of the Town Manager)

#### **ARTICLE**

#### **APPROPRIATION/MISCELLANEOUS**

To see if the Town will vote the following:

Legal Defense – To appropriate a sum of money to replenish the Legal Defense Fund established under Article 13, Section 5 of Title 1 of the Town Bylaws, Out-Of-State Travel – To appropriate a sum of money for expenses incurred outside the Commonwealth and as described in the General Laws, Chapter 40, Section 5, Paragraph 34, said appropriation to be expended under the direction of the Board of Selectmen and the Town Manager, Indemnification of Medical Costs, to

appropriate a sum of money in accordance with the provisions of Chapter 41, Section 100B of the General Laws, to indemnify certain retired Police Officers and Firefighters for all reasonable medical and surgical expenses which they incurred, determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Town Manager)

**ARTICLE 34 ok**

**APPROPRIATION/WATER BODIES FUND**

To see if the Town will vote to appropriate up to \$50,000 to the Town's Water Bodies Fund for the maintenance, treatment, and oversight of all the Town's water bodies, said sum to be raised by the general tax and expended under the direction of the Town Manager, who will also report to Town Meeting on the status of the fund; or take any action related thereto.

(Inserted at the request of the Vision 2020 Standing Committee and its Spy Pond and Reservoir Task Groups, and the Arlington Conservation Commission)

**ARTICLE**

**APPROPRIATION/HARRY BARBER  
COMMUNITY SERVICE PROGRAM**

To see if the Town will vote to appropriate the sum of \$7,500.00 for the Harry Barber Community Service Program for the Council on Aging, to determine how the money will be raised and expended; or take any action related thereto.

(Inserted at the request of the Council on Aging)

**ARTICLE ok**

**APPROPRIATION/PENSION ADJUSTMENT FOR FORMER  
TWENTY-FIVE YEAR/ACCIDENTAL DISABILITY EMPLOYEES**

To see if the Town will vote to appropriate a sum of money to implement the provisions of Chapter 32 of Massachusetts General Laws Section 90A, 90C, 90D and 90E, pursuant to which the Town pays up to fifty percent of the maximum salary as set forth in the Compensation and Pay Plan for the position formerly held by retired employees with twenty-five or more years of service to the Town and those employees who retired under an Accidental Disability; provided, however, that no one who retires after May 1, 2010 shall be eligible under this vote unless they qualify for at least a fifty percent pension, without this vote upon their retirement; this adjustment to be paid to those who qualify and administered in accordance with prior practice and understanding relating to the retirement allowance of said retirees; determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

**ARTICLE ok**

**APPROPRIATION/OTHER POST EMPLOYMENT  
BENEFITS (OPEB) TRUST FUND**

To see if the Town will vote to accept into the Other Post Employment Benefits (OPEB) Trust Fund, established by Chapter 161 of the Acts of 2005, an appropriation of funds and/or the transfer of additional monies that the Town may deem advisable from other sources, including any monies previously deposited into any of the Town's stabilization funds for this purpose, in order to administer and fund its OPEB obligation as described in the said Chapter 161 of the Acts of 2005; determine how the monies shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Contributory Retirement Board)

**ARTICLE**

**APPROPRIATION/ LONG TERM STABILIZATION FUND**

To see if the Town will make an appropriation to the Long Term Stabilization Fund in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

**ARTICLE ok**

**APPROPRIATION/OVERLAY RESERVE**

To see if the Town will vote to appropriate a sum of money from previous years overlay reserve surplus accounts, determine to what purpose this appropriation shall be made; or take any action related thereto.

(Inserted at the request of the Finance Committee)

**ARTICLE**

**ok**

**TRANSFER OF FUNDS/SPECIAL EDUCATION STABILIZATION FUND**

To see if the Town will vote to transfer a sum of money between the Special Education Stabilization Fund and the Arlington Public Schools in accordance with the Provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law; determine how much money should be transferred into or out of such Stabilization Fund; or take any action related thereto.

(Inserted at the request of the Arlington School Committee)

**ARTICLE ok**

**TRANSFER OF FUNDS/CEMETERY**

To see if the Town will vote to transfer a sum of money to the Cemetery Commissioners for the improvement of Town cemeteries, said sum shall be taken from the Mt. Pleasant Cemetery "Sale of Lots and Graves or Perpetual Care Funds"; or take any action related thereto.

(Inserted at the request of the Finance Committee)

**ARTICLE ok**

**USE OF FREE CASH**

To see if the Town will vote to authorize the taking of a sum of money voted for appropriations heretofore made at the Town Meeting under the Warrant and not voted to be borrowed from available funds in the Treasury, and authorize the Assessors to use free cash in the Treasury to that amount in the determination of the tax rate for the Fiscal Year beginning July 1, 2016; or take any action related thereto.

(Inserted at the request of the Finance Committee)

**ARTICLE**

**APPROPRIATION/FISCAL STABILITY STABILIZATION FUND**

To see if the Town will make an appropriation to or from the Fiscal Stability Stabilization Fund created under Article 65 of the 2005 Annual Town Meeting or any other enabling action of Town Meeting in accordance with the provisions of the General Laws, Chapter 40, Section 5B, as amended, or other appropriate provisions of law, determine how the money shall be raised and expended; or take any action related thereto.

(Inserted at the request of the Finance Committee)

**ARTICLE**

**RESOLUTION/HANDICAP PARKING SPACES**

To see if the Town will resolve to support policies that encourage the inclusion and designation of at least five percent (5%) , and no more than ten percent (10%) overall, handicapped parking spaces in any on-street public parking located in any Business District (B1,2,3,4,5), so as to facilitate access for people with disabilities; or take any action related thereto.

(Inserted at the request of the Commission on Disability)

## ARTICLE

## RESOLUTION/COMMUNITY PRESERVATION PLAN

To see if the Town will accept, receive, or resolve to endorse the Community Preservation Plan adopted by the Community Preservation Committee; or take any action related thereto.

(Inserted at the request of the Community Preservation Committee)

## ARTICLE

## RESOLUTION/RETURN OF PRECINCT 17 TO HIGHLAND FIRE STATION

To see if the Town of will vote to request that the Board of Selectmen return the Precinct 17 Polling Place to the Highland Fire Station located at 1007 Massachusetts Avenue from its present location at the Stratton School without delay; or take any action related thereto.

(Inserted at the request of John R. Leonard and ten registered voters)

....(SIGNED)

....A true copy.

Attest:

(SIGNED)

KEVIN F. GREELEY

DIANE M. MAHON

DANIEL J. DUNN

STEVEN M. BYRNE

JOSEPH A. CURRO, JR.

SELECTMEN

OF THE

TOWN

OF

ARLINGTON

RICHARD BOYLE  
CONSTABLE

## **HOW TO VOTE BY ABSENTEE BALLOT**

### **Reasons for voting absentee**

You may vote absentee if you are registered and will be unable to vote at the polls on Election Day because of

Absence from the Town  
Physical disability  
Religious beliefs

Illegal absentee voting is punishable by a fine of up to \$10,000 and up to five years in prison.

### **Applying for an absentee ballot**

You must apply for an absentee ballot from the Town Clerk no later than noon of the day before the election. Applications may be mailed or hand delivered and you may use any form of written communication (letter or postcard) or the official application form.

Include on the application

Your name as registered  
Your registration address  
Precinct, if you know it  
The precise address to which you wish the ballot sent  
Your own signature

### **Requesting to vote by mail**

A ballot will be sent to any address you specify including your own home. Be sure to apply early because the ballots must be sent by mail and may be returned by mail or hand delivered.

### **Requesting to vote in person**

If you prefer, you may request to vote in person before Election Day. You may vote at the Town Hall before Election Day at a time arranged with the Clerk, but application for your ballot must be made no later than noon of the day before the election. A voter may apply for an absentee ballot and then vote over-the-counter during the same visit.

### **Applying to vote if you are absent from the state, in the armed services or a prisoner**

Registered and unregistered residents of Massachusetts outside the state and residents on active duty in the armed forces and merchant marine and their spouses or dependents, and prisoners, may vote absentee. They may request an absentee ballot from the Town where they legally reside (if

outside the U.S., where they resided last before leaving). In addition, a close relative may apply on their behalf in person at the Town Clerk's Office.

A parent of a registered voter who is a student at a Massachusetts college or university may apply for an absentee ballot on the student's behalf to the Town Clerk where the student is registered.

In all cases, unregistered voters must register in person when they return to the state, since this does not establish permanent registration.

### **What if I am permanently physically disabled?**

If you are permanently physically disabled and cannot cast your vote at the polling place, you may file a letter from your physician with the Town Clerk, stating that you are permanently unable to cast your vote at the polling place because of physical disability. A completed application for an absentee ballot, for you to sign and return, must be mailed by the Town Clerk to you at least 28 days before every primary and election.

**NOTE:** Voters who are admitted to a health care facility after noon of the fifth day before an election may apply for an absentee ballot up until the polls close on the day of the election (rather than noon the day before the election) and must designate a person to hand deliver and return the absentee ballot.